

TOWN OF NAMAKAGON
FOR – TOWN BOARD OF REVIEW MEETING – May 27, 2021
At – NAMAKAGON TOWN HALL – 5pm
MINUTES

Board of Review Minutes May 27, 2021

Robert Rasmussen: The Board of Review is now in session for the Township of Namakagon on May 27, 2021 at 5pm. Present at this Board of Review is Robert Rasmussen, Jack McGregor, Walter Hughes, Town Assessor and Clerk Laura Bjork.

Robert Rasmussen: Have all the proper BOR and Open Meetings been noticed?

Clerk Laura Bjork: Yes, the notice that the assessment roll is open for examination and open book with times for open book and board of review was posted on the web, and at the town hall and sent to the email list on March 29, 2021. The notice of the Board of Review meeting was posted on the web and at the Town Hall on May 4, 2021 and sent the email list on May 18, 2021 and the BOR Agenda was posted on the web and at the Town Hall on May 4, 2021 with email notifications sent out on May 24,2021.

Assessor Walt Hughes: Yes, all individual notices were sent out by statutory requirement with any changes to the assessment roll to the individual taxpayers on March 25, 2021.

MOTION made by Jack McGregor to appoint Robert Rasmussen for Chair of the Board of Review. Motion seconded by Robert Rasmussen. All in favor. Motion carried.

Robert Rasmussen: Have all the training requirements for this Board of Review have been met?

Clerk Laura Bjork: Yes, the training requirements for this Board of Review were met by Robert Rasmussen and Jack McGregor and the affidavit was filed on 5/4/2021.

Robert Rasmussen: The Town of Namakagon has on file Ordinance #51-20 Relating to Confidentiality of Income and Expenses Provided to Assessor for Assessment Purposes.

New Laws: There is a new training requirement for future Board of Reviews that starting in 2022, one Board of Review member must attend training every year, according to St Stats 70.6(4).

Robert Rasmussen: I would entertain a motion to adopt a policy regarding the procedure for sworn telephone testimony and sworn written testimony. MOTION made by Jack McGregor to adopt the policy regarding the procedure for sworn telephone testimony and sworn written testimony. MOTION seconded by Robert Rasmussen. All in favor. MOTION Carried.

Robert Rasmussen: I would entertain a motion to adopt a policy regarding the procedure for waiver of the Board of Review hearing requests. MOTION made by Jack McGregor to adopt the policy regarding the procedure for waiver of the Board of Review hearing requests. MOTION seconded by Robert Rasmussen. All in favor. MOTION carried.

Robert Rasmussen: The summary of the Annual Assessment Report has been received by the assessor and filed appropriately.

Assessor: No. This summary is no longer needed to be filed.

Robert Rasmussen: Were any Open Book changes made and have they been filed in the Assessment Roll?

Assessor Walt Hughes: There were 3 Open Book changes, and they are filed in the Assessment Roll.

Robert Rasmussen: The Clerk has received the Assessment Roll from the Assessor.

Robert Rasmussen: Have any notices been received for the intent to file an objection?

Assessor Walt Hughes: No.

Robert Rasmussen: The Board of Review members have received the Assessment Roll and will, at this time, examine the roll for any errors.

Robert Rasmussen: The Assessor's Affidavit was received and signed by Assessor Walt Hughes and Clerk Laura Bjork. The assessment roll has been reviewed for accuracy and no errors were found. No objections were filed with the 2021 Board of Review.

MOTION made by Jack McGregor to adjourn at 7:00pm. MOTION second by Robert Rasmussen and carried.

Respectfully Submitted by

Laura Bjork, Town of Namakagon Deputy Clerk